

FAITH LUTHERAN CHURCH

GUIDELINES FOR WEDDINGS



Faith Lutheran Church
2726 West Market Street
Akron, Ohio 44333-4297

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I. Arranging for the Marriage Service

The Pastor's Function:

In a marriage service, the Pastor functions as a minister in the Lutheran Church and as an official of the State. Serving in the former capacity he/she shall be the Presiding Pastor at the Service. Serving in the latter capacity, he/she must inquire whether the union is in accordance with the laws of the State and, before the time of the marriage service, he/she is required to have in hand the marriage license. (Securing the marriage license is your responsibility.)

As a minister in the Lutheran church, the Pastor must observe Church rules and he/she is not obligated to fulfill every request for the marriage service. The service will be conducted according to the faith and practices of the Evangelical Lutheran Church in America (ELCA).

Pre-marital Conferences:

Christian faith affirms marriage as a lifelong commitment. It is an unconditional relationship, a total commitment based on faithful trust. This understanding is emphasized at pre-marital conferences, which also serve as a time when the Pastor and couple become better acquainted, and plans are made for the worship service. Usually three pre-marital conferences are required.

Setting The Date and Reserving The Church:

While a wedding date may be tentatively placed on the church calendar, if the pastor has not met both people, no date will be confirmed for the use of church facilities until that occurs. It is expected that in all ordinary cases, the Pastor will be consulted by the couple at least sixty days in advance of the proposed service.

The Marriage Service:

A number of possibilities exist as to the format of your marriage service. These will be discussed and the details of your service arranged at one of the pre-marital conferences.

Bulletins:

Couples may use printed bulletins for the service. If you desire them, bulletins may be created and copied through the church office. The couple is responsible for acquiring the bulletin covers. Information for the Order of Service and the list of wedding participants must be given to the church office, along with the bulletin covers, ten days before the service.

Music:

A Christian marriage service is a Christ-centered experience. The music, including that for the processional and the recessional, should be in keeping with the reverence one observes in the House of the Lord. Selections with purely secular connotations are not appropriate in Christian worship.

All music for the service must be approved by the Church Organist. The Church Organist must be consulted before recorded music is used or alternative/additional musicians are asked to participate in a wedding service. Please arrange to meet with the Church Organist well in advance of the wedding day.

Ringbearer/Flower Girl:

Because weddings are an adult experience and very meaningful to the couple, we ask that both ringbearer and flower girl (if any) be at least five (5) years of age.

Renting the Church:

Faith Lutheran Church does not rent or lend out its facilities for weddings of other denominations/churches unless expressly sanctioned by the Church Council upon recommendation of the pastor.

In the case of other ELCA Pastors and/or congregations/groups of the ELCA, the pastor will decide whether or not the facilities may be used.

Outside Pastors:

The Pastor of this congregation must be consulted before another clergy person is asked to preside at or participate in a wedding service.

If that individual is an ELCA Pastor in good standing, the Pastor of this congregation will determine whether or not he/she will participate with that individual. Note: this decision is made by this congregation's pastor, not the couple.

If a couple wishes to invite a Pastor not of the Evangelical Lutheran Church in America, that Pastor will participate with, and be guided by, this congregation's pastor.

In all cases, this Policy Sheet will be observed.

Marriages of Non-Members:

The Pastors do conduct marriages of individuals who wish to abide by this policy sheet and who are not members of Faith Lutheran Church. The scheduling of such weddings will be at the discretion of the Pastor.

II. The Rehearsal

A rehearsal of the marriage service will be scheduled, if you desire it. It will be conducted by the Pastor and take one hour. For a good rehearsal, it is essential that all participants in the service (including parents) be present. Because the Pastor, and the Bridal Room representatives, may have commitments following the time set aside for the rehearsal, please be prompt. The organist does not usually attend the rehearsal; music is planned at a meeting with the organist well in advance of the rehearsal.

III. Use of Church Facilities

Faith Lutheran Church is glad to offer you the use of our beautiful building as a setting for your marriage service. We are confident that it will enhance your worship experience. In providing such beautiful facilities, we ask that you observe the following:

A. General Guidelines:

1. Two pedestal flower arrangements are permissible. Or, if you choose instead to have one flower arrangement on the altar that decorates the unity candles, a plastic sheet must be placed under the flowers/candles to protect the paraments. (This also is required for unity candles without flowers.)
2. If pew markers/decorations are desired, they must be fastened so that the wood is not marred.
3. Candelabra are not permitted. Aisle candles may be used, only if they are enclosed in proper glass protectors.
4. If you use an aisle runner, your florist will want to know that the aisle is 90 feet long from white kneeler to narthex door. Two white rods to secure the aisle runner are available at the Church.
5. Please remove all decorations, including the aisle runner, from the Church at the conclusion of the marriage service.
6. The liturgical color of the paraments and any other seasonal trappings will be retained.
7. No alcohol is permitted anywhere on the church property. Smoking is permitted outside only.

B. Photography:

1. The photographer may be in the church to take photos of the wedding party and the bride as they enter, and of the bride and groom leaving.
2. Still photography may be taken during the ceremony only from the balcony, east transept or choir loft without flash.
3. Video cameras are permitted for the taping of weddings. An operator may monitor a camera from the balcony. Other stationary, unmonitored cameras are permitted either on the choir loft or in the transepts.
4. The wedding party may return to the Church after the guests have departed if other pictures are desired.

C. Rice and Confetti:

We ask that no rice or confetti be thrown inside or outside the Church. On slate and tile floors, those materials make for extremely dangerous walking; rice is also unacceptable outside the Church for maintenance and environmental reasons. Bird seed may be thrown outside.

D. Bridal Room:

A dressing room for the bridal party is provided in the Church. It contains a powder room.

The Bridal Room must be cleared of all personal belongings before the wedding party leaves the Church.

IV. Wedding Reception:

A reception in the Fellowship Hall can be arranged.

Outside commercial catering is permissible and all arrangements for such service are to be made directly by you.

Absolutely no alcoholic beverages are permitted on church property. Smoking is permitted outside only.

V. Fee Schedule:

There is no charge to **voting members** of the congregation, or their immediate family, or church staff, for use of the facility. However, all other fees listed herein apply.

In order to help meet the general costs of maintenance of the facilities, and to pay for professional services rendered, the following fee schedule is established. All fees quoted below are to be paid at the rehearsal.

Both members and non-members will provide:

A check made payable to the **Organist for \$200**. This fee includes meeting with the couple regarding the music and the wedding service. There is a fee of **\$75** for attendance at the wedding rehearsal, or if rehearsal with additional musicians/soloists is required other than at the wedding rehearsal.

Any fees for soloist's or additional musicians is agreed upon between the couple and those individuals and should be paid directly.

A check made payable to the **Custodian for \$125**. If a reception is held at the church, there is an additional **\$50** fee for the Custodian, and a **\$50** fee for the Set-up Coordinator.

A check made payable to **WELCA for \$75** for Wedding Coordinators who will be present to facilitate each wedding.

Non-members will also provide:

A check made payable to Faith Lutheran Church for **\$200** for the use of the sanctuary facilities, including the Bridal Room.

A check made payable to the Pastor for **\$200** for pre-wedding meetings, the rehearsal and the wedding.